

# START

007039

January 18, 1990

## Meeting Minutes Transmittal/Approval

Unit Managers Meeting: General Topics

Federal Building, Room G-53, Richland, WA

December 13, 1989

From/ Appvl. John J. Broderick Date: 1-23-90  
John J. Broderick, Unit Manager, DOE-RL  
Appvl.: Doug Sherwood Date: 1-24-90  
Paul T. Day, Unit Manager, EPA  
Appvl.: Charles F. Cline Date: 1-25-90  
Larry Goldstein, Unit Manager, Washington Department of Ecology

To: Distribution

The purpose of this meeting was to discuss general topics which are common to all operable units.

Meeting Minutes are attached. Minutes are comprised of the following:

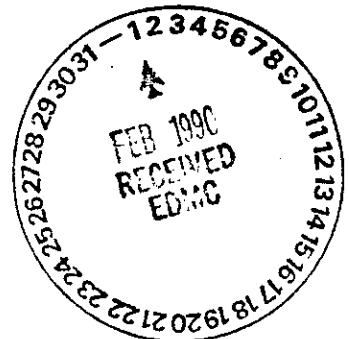
- Attachment #1 - Meeting Summary/Summary of Commitments and Agreements;
- Attachment #2 - Agenda for the meeting;
- Attachment #3 - Attendance List;
- Attachment #4 - Action Items Status List;
- Attachment #5 - Viewgraphs of presentation on Becker drilling program;
- Attachment #6 - Viewgraphs of presentation on background for groundwater;
- Attachment #7 - Viewgraphs on risk assessment - EPA issues; and
- Attachment #8 - Minutes of multi-contractor meeting on procedure development

Distribution:

Doug Sherwood, EPA  
Dave Einan, EPA  
R.D. Wojtasek, WHC  
Ward Staubitz, USGS  
Chuck Cline, WDOE  
Mike Thompson, DOE-RL  
Bob Stewart, DOE-RL  
Paul Pak, DOE-RL  
Donna Lacombe, PRC

CC:

R.D. Freeberg, DOE-RL  
R.D. Izatt, DOE-RL  
R.E. Gerton, DOE-RL  
S.H. Wisness, DOE-RL  
D.L. Clark, DOE-RL



ADMINISTRATIVE RECORD (1100-EM-1, 300-FF-1, 300-FF-5, 200-BP-1, 100-HR-1, 100-HR-3)[Care of Susan Wray, WHC]

(Distribution Continued on Page 2)

Distribution (continued):

Jerry Chiaramonte, SWEC/IT  
Dave Myers, SWEC/IT  
Holly Jo Harrison, SWEC/IT  
Jim Patterson, WHC  
Tom Wintczak, WHC  
Jack Waite, WHC  
Wayne Johnson, WHC  
Alan Krug, WHC  
Merle Lauterbach, WHC  
Larry Hulstrom WHC  
Steve Weiss, WHC  
Don Moak, WHC  
Fred Roeck, WHC  
Steve Clark, WHC  
Robert Henckel, WHC  
David Jones, WHC  
Jeff Ayres, WHC  
Karl Fecht, WHC  
Bruce Ford, WHC  
Jerry Cammann, WHC  
Randy LaBarge, PNL  
Ron Smith, PNL  
George Last, PNL  
Don Kane, EMO  
Bill Wright, Golder

**Attachment #1**  
**Meeting Summary and Summary of Commitments and Agreements**  
**General Topics Unit Managers Meeting**  
**Federal Building, G-53**  
**December 13, 1989**

Meeting Summary/Summary of Commitments and Agreements

1. Status of Becker drilling demonstration - A brief presentation was made by Gregg McLellan on the status of the percussion air rotary test slated for Hanford. The locations for test borings have been identified, the first test of the system will be at a selected site between 200-E and 200-W Areas where geologic conditions are typical of the 200 Area plateau. The specific test at an Operable Unit location has been selected at the U-17 site. This site has been checked for radiologic contamination with an auger hole and found to be clean. The cuttings containment system was delivered and inspected. Inspection identified 18 areas of non-conformance. The manufacturer has since corrected the system. A second inspection is currently underway. New developments in the percussion system may make the system even more applicable to Hanford conditions. The new developments may be ready for testing as early as June 1990.

**Action # GT.12 A progress report on the status of the Becker Drilling program will be provided at the January Unit Managers Meeting. Action: K.R. Fecht**

2. Background groundwater quality - Bruce Ford presented a discussion on plans for developing a systematic program to ascertain background groundwater quality. The program will be based on the geohydrologic parameters that control ambient groundwater quality.

**Action # GT.13 A progress report on the status of the background programs for soil and groundwater will be presented at the January Unit Managers Meeting. Action: K.R. Fecht.**

3. Risk assessment, EPA issues - Doug Sherwood presented the current view of EPA toward the assessment of risk at the Hanford Site. His analysis focused on the performance assessment aspects of liquid disposal sites. His presentation pointed out that current performance assessment activities are directed toward: 1) dry sites only; 2) non-distributed inventories of waste; 3) assumption of non-variable moisture content with depth; 4) methods that provide no realistic means to calibrate, verify or validate the codes and models in use; and 5) only barriers are currently being evaluated.

**Action # GT.14 EPA/Ecology wish to be involved in oversight of performance assessment activities. This function is currently scheduled for funding through the RDDT&E program from DOE-HQ. John Broderick will assess the ramifications of the proposed involvement of EPA/Ecology and report at the January Unit Managers Meeting.**

- Action # GT.15 EPA/Ecology requested information on current year funding/programs/activities relating to site performance assessment activities supporting Operable Unit risk assessments. The information is to be presented at the January Unit Managers Meeting. Action: Jerry Cammann**
4. Schedule/work plan revisions - Tom Wintczak presented a brief update on the status of schedule and work plan revisions resulting from current budget projections. Tom will provide a detailed presentation during the January Unit Managers Meeting under Action # GT.8.
  5. Delivery of data to agencies - A brief discussion was held concerning the magnitude of data becoming available to EPA and Ecology. Ecology has revisited the problem of dealing with the volumes and requests that a summary be presented showing what data have been collected from each waste unit within each Operable Unit.
- Action # GT.16 WHC is to provide lists of available data through December 31, 1990 at the January Unit Managers Meeting. Subsequent delivery of incremental data availability lists will be provided to cover periods through the last day of the preceeding month. Data will be provided by Waste Unit within each Operable Unit. Action: Tom Wintczak**
6. The next Unit Managers meeting will be held January 24-25, 1990.

Unit Manager's Meeting Agenda

December 13, 1989

9:00 AM - 4:00 PM

Rm G-53, Federal Bldg.

**General Topics - 9:00 AM - 2:00 PM**

Status of Becker drilling demonstration

9:00 - 9:30

Greg McLellan

Background for groundwater

9:30 - 10:15

Bruce Ford

Risk Assessment - EPA Issues

10:30 - 11:30

EPA

Status of Procedure development

11:30 - 12:00

Tom Wintczak/Bob Stewart

Overall Schedule/Work Plan Revision

1:00 - 1:30

Tom Wintczak

Action Items

1:30 - 2:00

Wayne Johnson/Merl Lauterbach

Agreements and Commitments

**Unit Managers Caucus - 2:00 - 4:00 PM**

Attendees:

EPA, Ecology, and DOE Unit Managers and their support contractors

### Attachment #3

#### Attendance List General Topics Unit Managers Meeting December 13, 1989

Name	Organization	Phone
Paul Day	EPA	509-376-6623
Dave Einan	EPA	509-376-3883
Ward Staubitz	USGS	206-593-6510
Larry Goldstein	WDOE	206-438-7018
Chuck Cline	WDOE	206-438-7556
John Broderick	DOE-RL	509-376-4197
Bob Stewart	DOE-RL	509-376-6192
Mike Thompson	DOE-RL	509-376-6421
David Myers	SWEC/IT	509-376-0969
Holly Jo Harrison	SWEC/IT	509-375-4221
Jim Patterson	WHC	509-376-0568
Tom Wintczak	WHC	509-376-0902
Wayne Johnson	WHC	509-376-1721
Alan Krug	WHC	509-376-5634
Marl Lauterbach	WHC	509-376-5257
Larry Hulstrom	WHC	509-376-4034
Steve Weiss	WHC	509-376-1683
Fred Roeck	WHC	509-376-8819
Steve Clark	WHC	509-376-1513
Robert Henckel	WHC	509-376-2091
Don Kane	PNL	509-375-2333
Bill Wright	Golder	206-883-0777
Gordon Ballentine	PRC	415-543-4880
Doug Sherwood	EPA	509-376-9529
Don Moak	WHC	509-373-3501
Ron Smith	PNL	509-376-5831
Joan McGilton	Golder	206-883-0777
Pat Boileau	DOE-RL	509-376-5639
David Jones	WHC	509-376-8557
Jeff Ayres	WHC	509-376-3918
Karl Fecht	WHC	509-376-0940
Bruce Ford	WHC	509-376-9234
Jerry Cammann	WHC	509-376-8506
Randy LaBarge	PNL	509-376-0877

Attachment #4  
Action Items Status List  
General Topics Meeting  
December 13, 1989

Item No.	Action	Status
ST1.4	EPA and Ecology requested notification prior to initiation of the Becker drilling and containment system test. K.M. Thompson will notify.	Open Test has not started.
ST1.6	EPA and Ecology requested that they be supplied with the report documenting the results of the Becker drilling and containment system test. W.H. Price (WHC) will supply a copy of the report for EPA and Ecology's on-site review. After clearance, copies of the report will be provided.	Open Test has not started.
ST2.1	Bob Stewart will coordinate the preparation of a letter from DOE requiring the contractors to clear documents supporting the Tri-Party Agreement.	Open Paul Pak, DOE has been assigned the task of coordinating an effort to address the clearance issue site-wide.
ST2.2	WHC (Rick Wojtasek) is to evaluate the possibility of generating Hanford site-wide quality requirements for environmental restoration activities.	Open WHC has issued the "Environmental Information Instruction" manual to require use of consistent procedures. Based on results from a multi-contractor meeting chaired by R.K. Stewart, DOE on 11/17/89. This manual is to be continued in use (with additional upgrades) until a DOE "Procedures /minimum technical requirements document is developed.
ST2.5	EPA (Mike Schlender) will inform DOE (C.K. Kasch) of course availability in DQOs.	Open Information not provided. [A computer tutorial (on disk) may be available. If so, DOE desires access]

ST4.1	WHC will revise the quality strategy document (for RI/FS data) to incorporate EPA's stated QA requirements. The strategy document will be issued as a Miscellaneous Report (MR) until a permanent status is decided. Action: Wayne Johnson, WHC	Open Revision in progress
GT.2	WHC is to provide a date to EPA/Ecology for issuance of the strategy document which describes methodologies and data use. Action: Carol Geier, WHC	Open
GT.3	WHC is to update the status of developing a plan for background programs on both soil and ground water at the next UM meeting in November. Action: Karl Fecht, WHC	Closed Presented as part of December Unit Managers Meeting, 12/13/89.
GT.4	WHC will present their approach to collection of background information on ground water at the December UM meeting. Action Karl Fecht, WHC	Closed Presented as part of December Unit Managers Meeting, 12/13/89.
GT.5	WHC will provide the updated review checklist to unit managers for their respective areas of responsibility by the 5th day of each month. Action: Brian Sprouse, WHC	Open All Unit Managers except EPA
GT.6	The EDMC will investigate whether a sort of the review checklist can be made to facilitate easier record statusing by the unit managers. Status of this capability will be reported at the January UM meeting. Action: Brian Sprouse.	Open This capability is still being pursued.
GT.7	The "lessons learned" document will be submitted to the regulatory agencies in January, 1990 following internal review. Action: Bob Stewart	Open



GT.8	WHC is to provide a detailed backup to EPA and Ecology for the areas proposed for program reductions by January, 1990. Action: Tom Wintczak	Open Schedule will be integrated to show impacts of funding shortfall.
GT.9	EPA/Ecology will review the information provided on the proposed approach to biota surveys and provide comments by the next UM meeting in December.	Open Details not provided to EPA/Ecology; to be addressed in January meeting.
GT.10	WHC is to present the status of preparation of the interim Data Management Plan for the 100-HR-1/HR-3 OUs at the December UM meeting. Action: Alan Krug	Closed Status reported at meeting, Data Management Plan to be included in 200-BP-1 Work Plan in January 1990 deliverable.
GT.11	WHC will finalize and issue the data quality strategy document without further changes. Action: Wayne Johnson	Open

Attachment #5

DUAL-WALL AIR PERCUSSION HAMMER METHOD -  
DRILL CUTTINGS CONTAINMENT SYSTEM  
TEST PROGRAM  
DECEMBER STATUS REPORT

Presented  
by

G. W. McLellan

12/13/89

## OVERVIEW

- **Test Program Update**
  - U-17 Well Location
  - Drilling Contract
  - Test Boring Location
  - Containment System
- **Recent Technological Developments**
- **Current Status**

## TEST PROGRAM UPDATE

9/14-12/13

### U-17 Well Location:

- Possible radiological contamination identified in cable tool drilled well approximately 300 feet away
- Auger boring completed within 10 feet of U-17 well site
- Sample analysis confirmed no contamination that would preclude use of contractors drill rig

### Drilling Contract:

- Initial contract non-competitive
- Options:
  - 1) 2 month delay for cost and pricing evaluation
  - 2) Obtain waiver to Small Business Set Aside requirement and reissue contract with increased scope including field tests and options for additional wells

## TEST PROGRAM UPDATE (con't)

9/14-12/13

### Drilling Contract:

- Option 2 selected and competitive bids were received

### Test boring Location:

- Selection based on area geology and absense of previous disturbance to ground surface
- Vertical test boring to evaluate telescoping capability of DWPH system
- Angle test boring will assess capability use DWPH for borings around trenches, ditches and single shell tanks

## TEST PROGRAM UPDATE (con't)

9/14-12/13

### Drill Cuttings Containment System:

- System arrived from Seattle area fabricator
- Acceptance inspection conducted, 18 NCR items resulted
- Negotiations/resolutions with vendor
- System shipped to Seattle for rework
- Inspection of rework in progress

## RECENT TECHNOLOGICAL DEVELOPMENTS

- Hydraulic hammer has been developed as an alternative to the diesel hammer for the Becker system
- Larger diameter dual wall drill pipe is in development for use with the hydraulic hammer
- Components potentially available for testing by Spring 1990

## CURRENT STATUS

- Cuttings containment system repairs in progress
- Drilling contractor evaluation in progress
- Evaluating opportunity to test newly designed drilling equipment
- Recent technological developments with drilling equipment at other DOE sites are being evaluated



# DETERMINATION OF HANFORD SITE BACKGROUND GROUNDWATER COMPOSITION

BH FORD  
WHC  
GEOSCIENCES

# IMPACT OF STUDY

- CHARACTERIZATION ACTIVITIES
- ACTION LEVELS
- RCRA/CERCLA INTERFACE.

# PURPOSE

- PRESENT A SUMMARY OF AVAILABLE SITE INFORMATION TO DELINEATE AREAS WITH POTENTIALLY DISTINCT CHEMICAL SIGNATURE
- PROPOSE AN APPROACH WHICH ACCOUNTS FOR AREAL, AND POSSIBLY VERTICAL, DIFFERENCES IN BACKGROUND GROUNDWATER CHEMICAL COMPOSITIONS.

## DEFINITION OF BACKGROUND

- HANFORD SITE GROUNDWATER WHICH IS UNCONTAMINATED BY WASTES FROM SITE OPERATIONS AND ACTIVITIES. IN GENERAL, BACKGROUND WATER CARRIES THE CHEMICAL SIGNATURE OF 1) THE PRECIPITATION SOURCE, 2) THE ROCK WITH WHICH IT COMES CONTACT (PROVENANCE), AND 3) ANY CONSTITUENTS ADDED BY ACTIVITIES RELATED TO MAN (ANTHROPOGENIC).

# MEDIA OF CONCERN

- SOIL

- GROUNDWATER

# GENERAL TOPICS

- SITE HYDROLOGIC REGIMES
- SITE HYDROCHEMICAL INFLUENCES

# HYDROLOGIC SETTING

- REGIONAL
- PASCO BASIN/HANFORD SITE

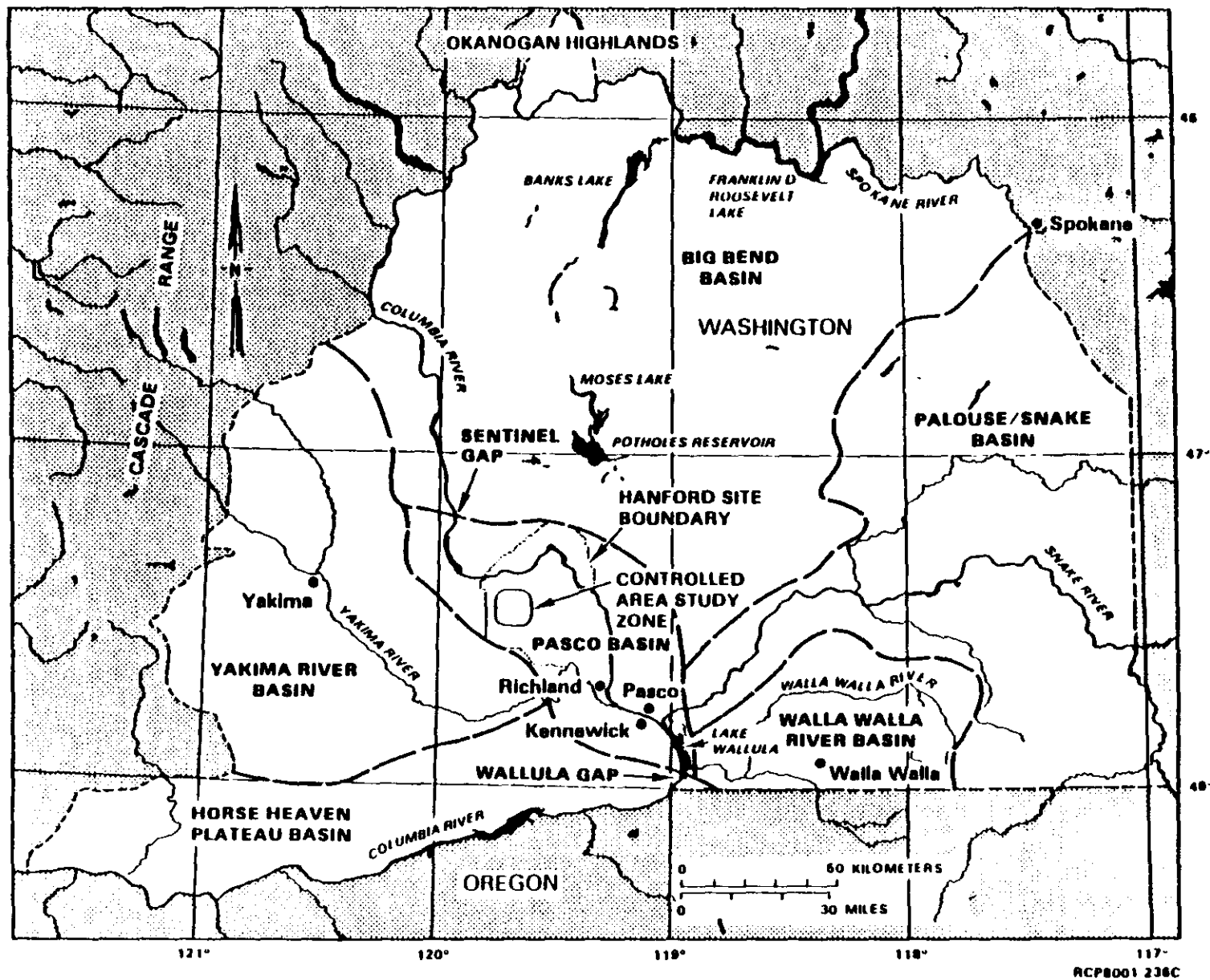


Figure 3.1-2. Hydrologic basins designated for the Washington State portion of the Columbia Plateau (after Leonhart, 1979).



# HYDROLOGIC SETTING

- REGIONAL

- PASCO BASIN/HANFORD SITE

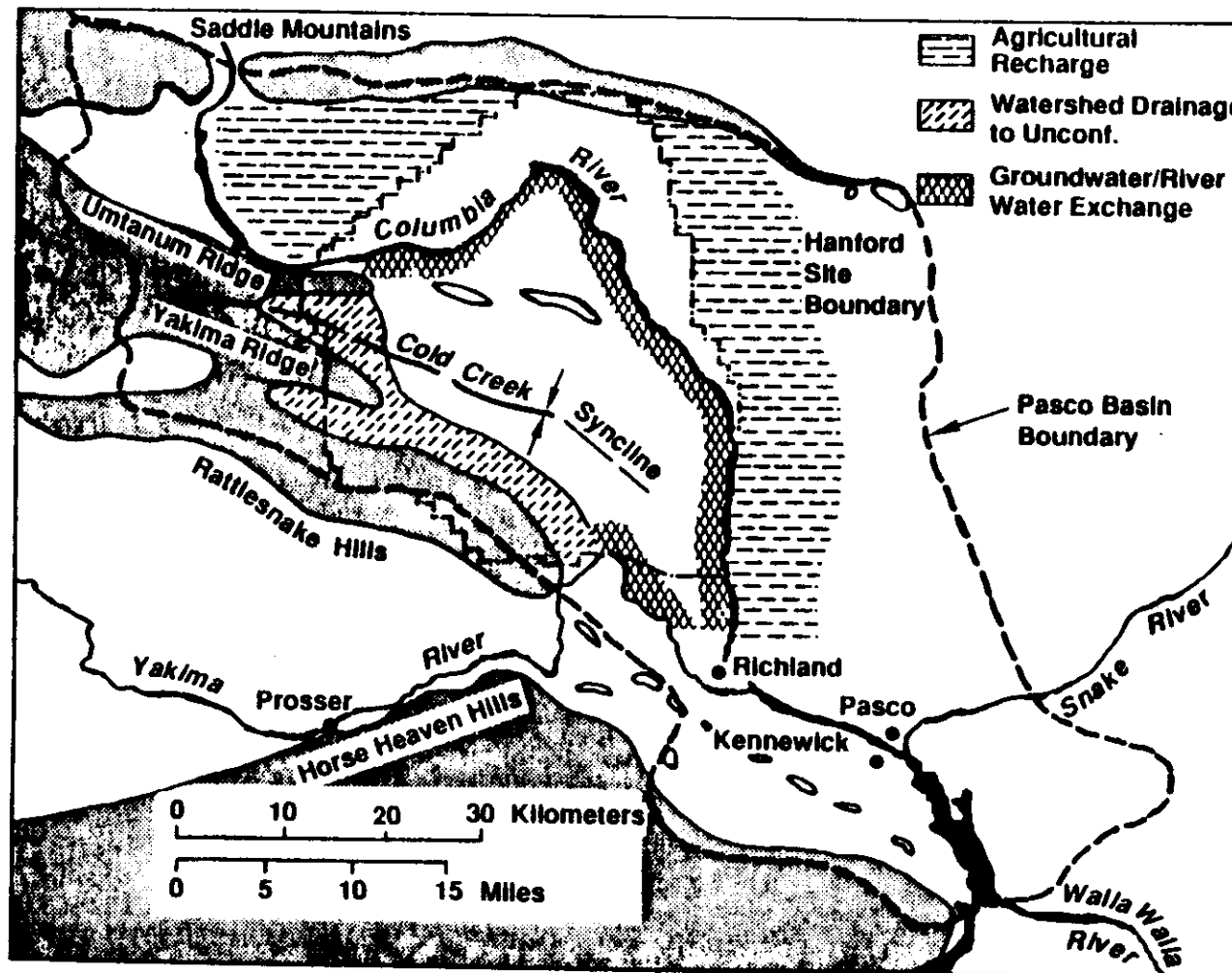


Figure 5-9. Major Surface Water Features of the Pasco Basin that Influence the Groundwater Regime Beneath the Hanford Site.

# HYDROLOGIC SETTING - SUMMARY

- REGIONAL
  - REGIONAL GROUNDWATER/SURFACE WATER CONVERGENCE ON PASCO BASIN
- PASCO BASIN/HANFORD SITE
  - DEEP AQUIFER DISCHARGE ZONE (VERTICAL COMPONENT)
  - RECHARGE FROM HIGHLAND AREAS
  - TWO AREAS OF OFFSITE RECHARGE
  - ONE AREA OF INTERMITTENT STREAM-BANK STORAGE

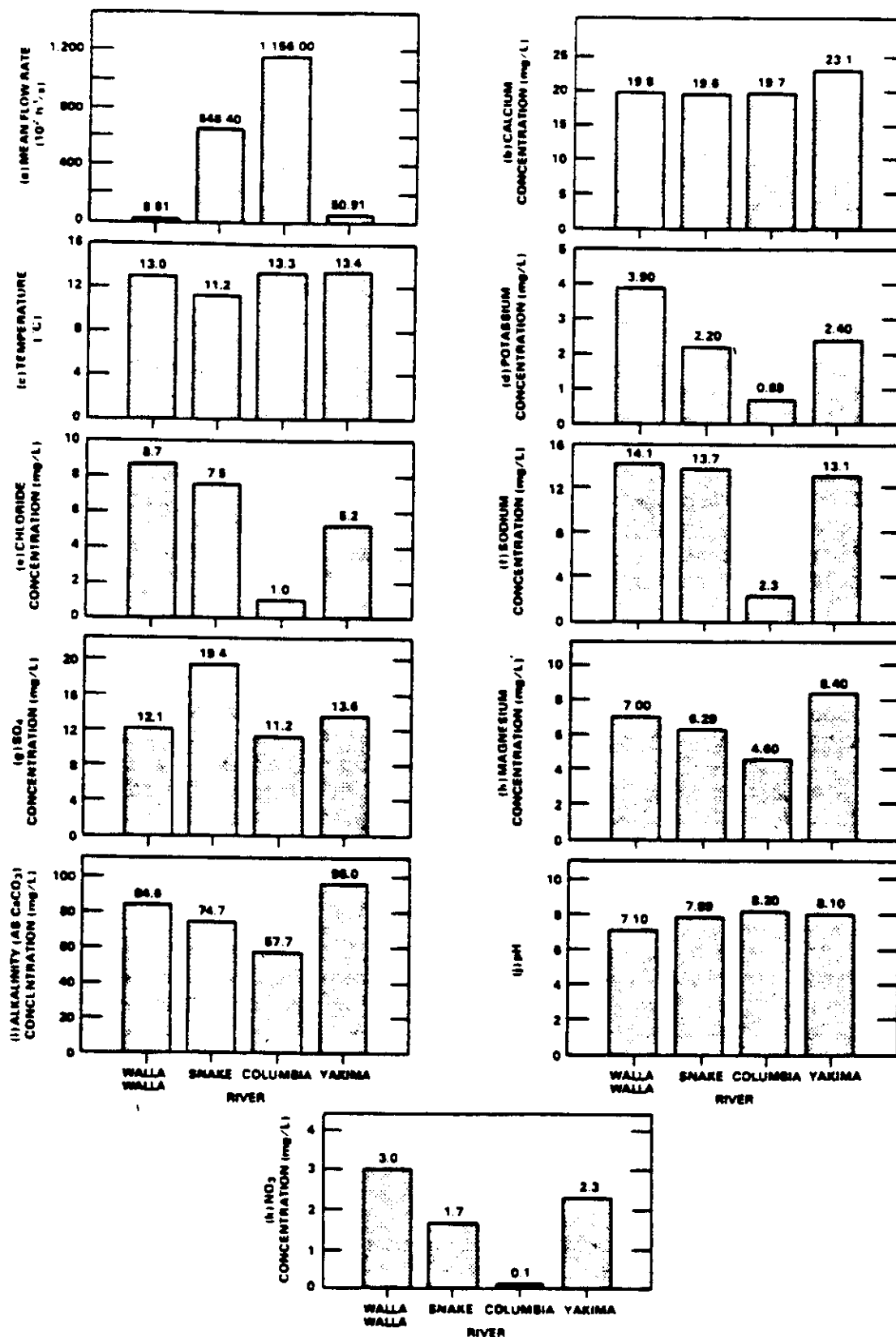
# GENERAL TOPICS

- SITE HYDROLOGIC REGIMES

- SITE HYDROCHEMICAL INFLUENCES

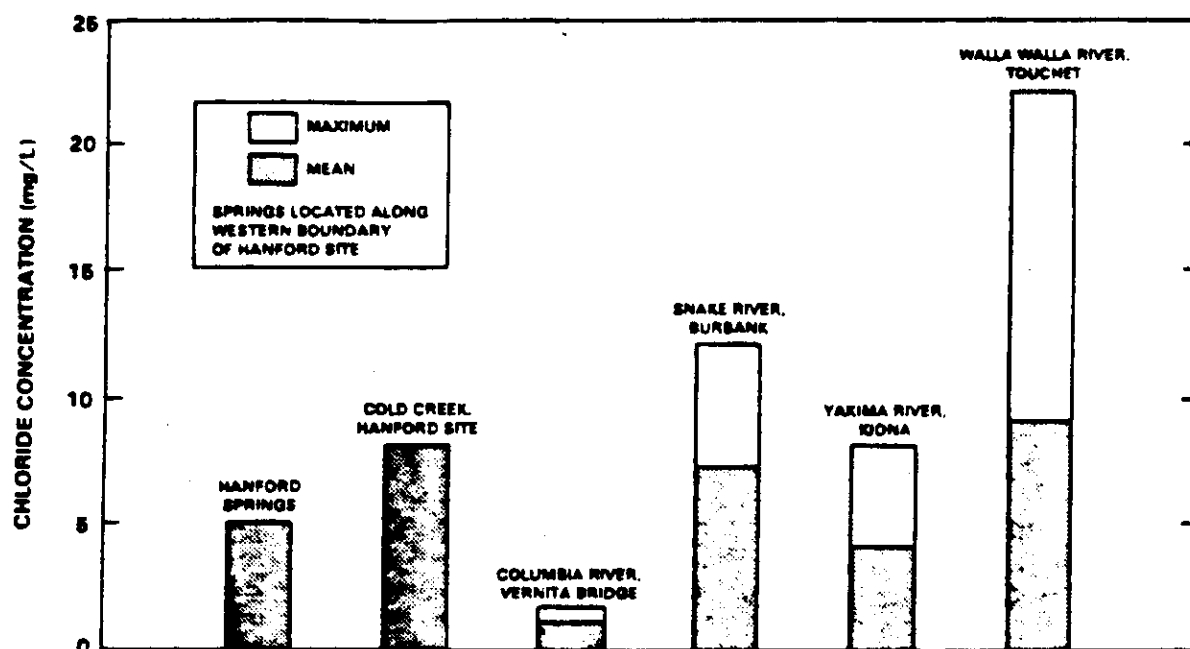
# CHEMICAL COMPOSITION

- COLUMBIA RIVER
- COLD CREEK SYNCLINE
- YAKIMA RIVER



PS8608-40

Figure 3.4-2. Comparison of annual average chemical composition of major surface waters, Pasco Basin. Sampling locations: Walla Walla River at Touchet, Washington, Snake River at Burbank, Washington, Columbia River at Vernita, Washington, and Yakima River at Horn Rapids.



PB8608-42

Figure 3.4-5. Chloride variation in Pasco Basin surface waters (data for the Snake Walla Walla, and Yakima Rivers from USGS, 1977; other data from Early et al., 1986).

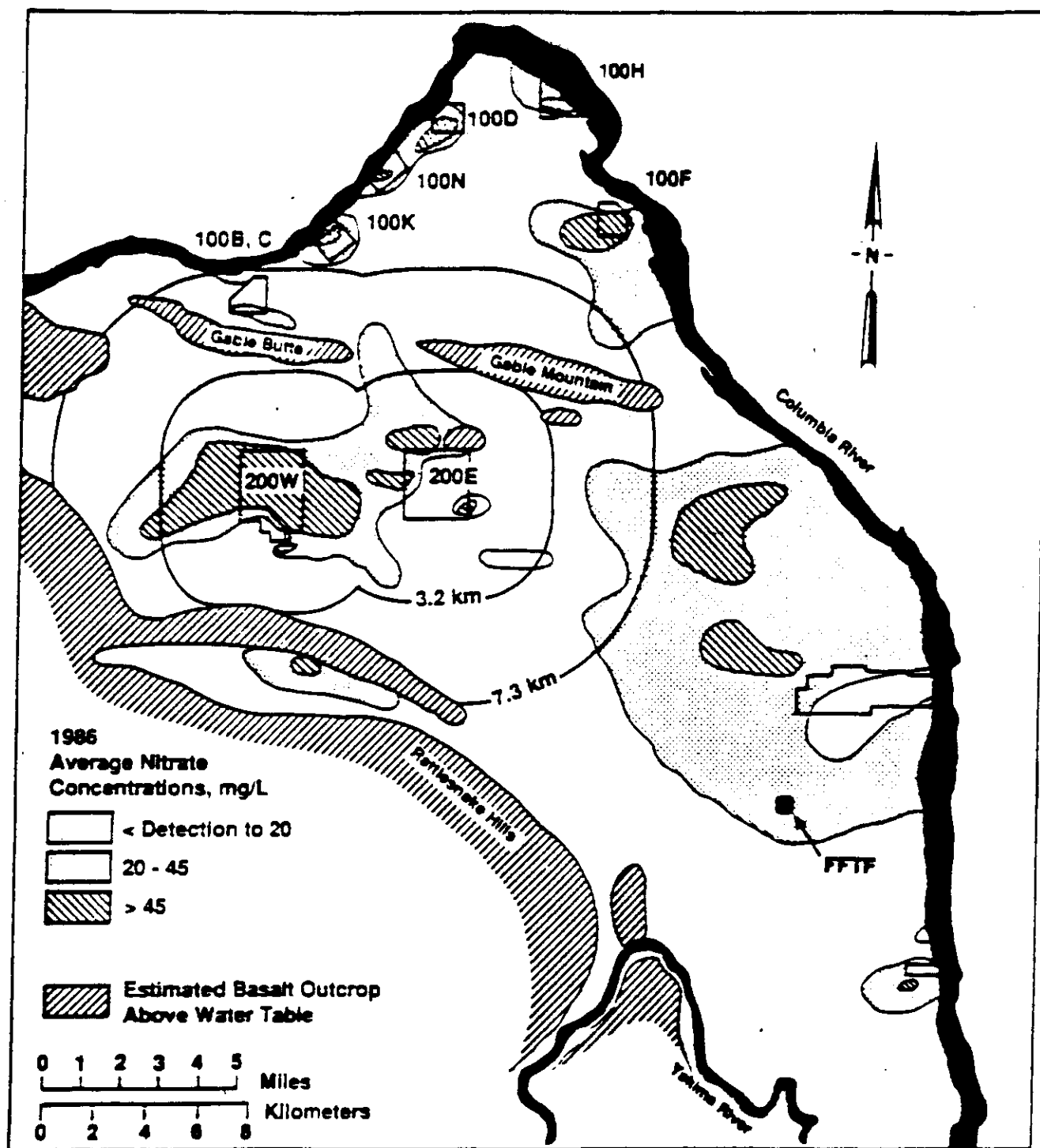


Figure B-9. Classification Review Area Boundaries. Standard 3.2-km distance and 10-yr extended area (7.3-km area) based on 2 m/yr migration rate with equal probability in all directions (EPA 1988). The nitrate plume from past reprocessing activities is shown as cross hatched and stippled areas.



## CHEMICAL COMPOSITION - SUMMARY

- NATURAL VARIATIONS IN BACKGROUND COMPOSITIONS ARE ATTRIBUTABLE TO  
 1) PRECIPITATION COMPOSITION,  
 2) PROVENANCE, 3) MAN'S ACTIVITIES.

# TWO PHASE APPROACH

- I - DATA REVIEW/PLAN DEVELOPMENT  
(3 MONTHS)
- II - PLAN IMPLEMENTATION  
(15-21 MONTHS).

## PHASE I

- IDENTIFY CONSTITUENTS/SET BACKGROUND CRITERIA
  - PURGEWATER STUDY
  - HGWDB
  - WHC/PNL REPORTS
  - BWIP DATA
- REVIEW EXISTING HYDROCHEMICAL DATA
  - ID WELLS MEETING BACKGROUND CRITERIA
- INITIAL DEFINITION OF AREAL/VERTICAL HYDROCHEMICAL REGIMES

## PHASE I (continued)

- REPORT INITIAL RESULTS/PROPOSE A SAMPLING STRATEGY
  - REGULATORY AGENCY INVOLVEMENT
- PREPARE A SAMPLING PLAN.

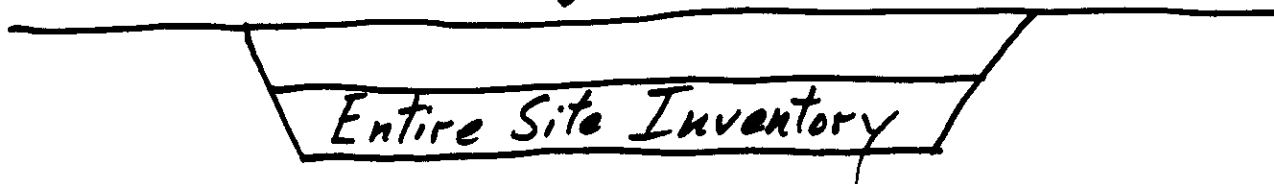
## PHASE II

- SAMPLE/ANALYZE GROUNDWATER
- NEW BOREHOLES MAY BE REQUIRED
- DOCUMENT BACKGROUND REGIMES ON HANFORD SITE
- REFINE INTERPRETATION OVER TIME

# Present Vadose Zone Capabilities (HDW-EIS)

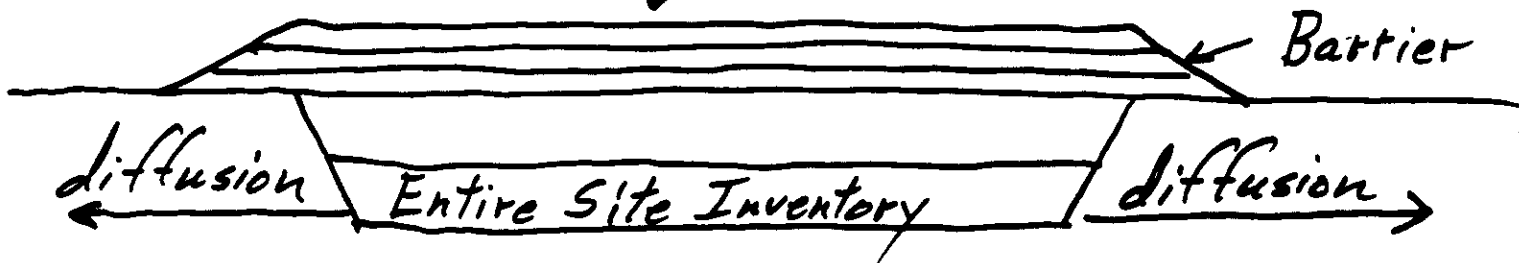
- 1) No Action Alternative with natural recharge and a near-surface inventory

Natural Recharge



- 2) Barrier Only natural recharge and near-surface inventory

Natural Recharge



## Potential Problems

- 1) Only relevant for dry sites.
- 2) No distribution of inventory.
- 3) No accounting for variable moisture content.
- 4) No realistic method for calibration, verification, and/or validation.
- 5) Only evaluates the barrier alternative.

# Vadose Zone

## Flow and Transport Assessment Capabilities

- 1) Requires flow and transport analysis for each potential remedial alternative as well as the no action alternative.
- 2) Some form of calibration, verification, or validation is also required.
- 3) Scenarios need to be developed that address these requirements.
- 4) Example scenarios for liquid sites.

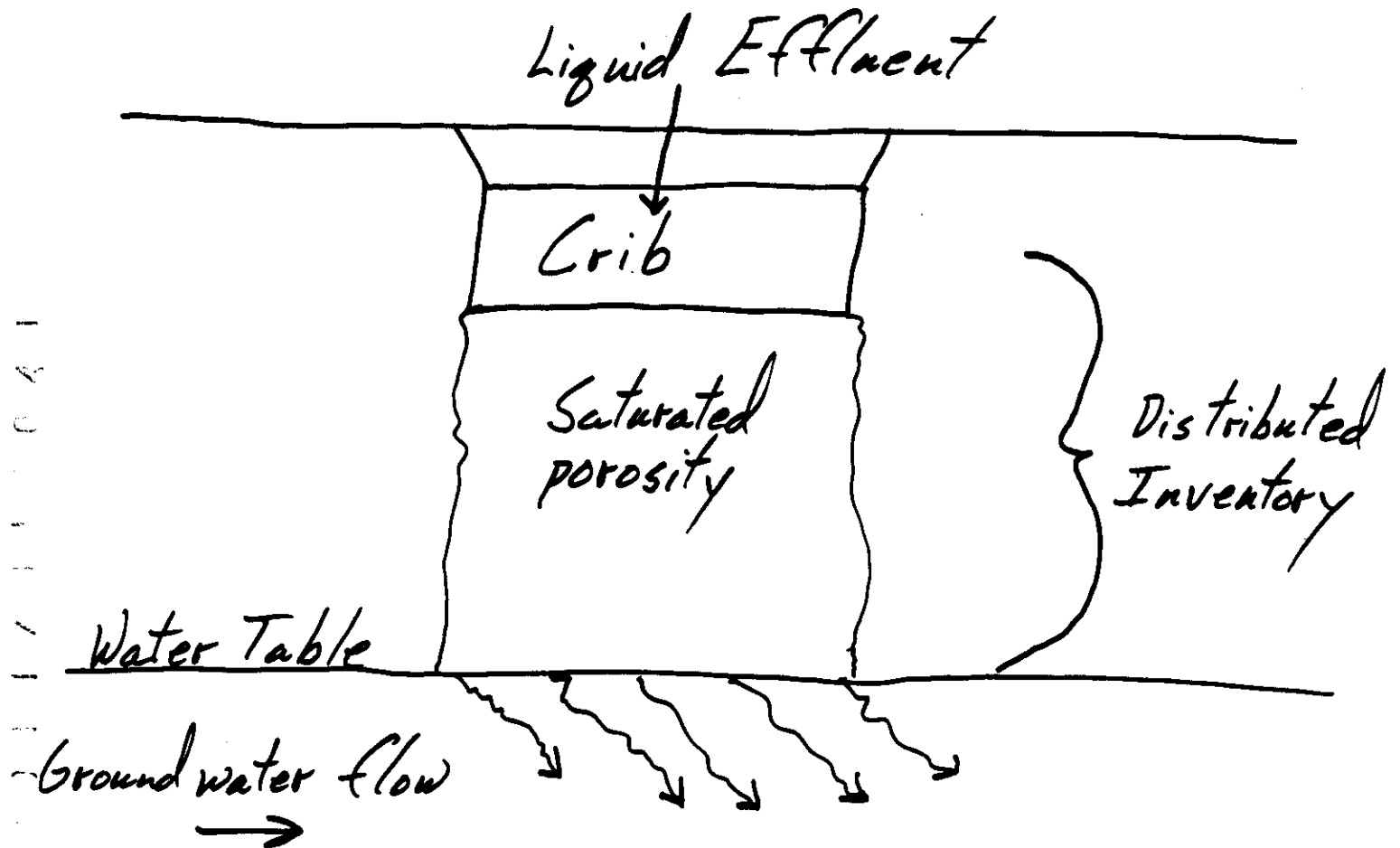
## Scenario Classifications

- 1) Liquid Effluent Discharge - scenarios that simulate the actual release of liquids to the vadose zone during operations.
- 2) Drainage Conditions - scenarios that simulate the period after liquid discharges have ceased and prior to equilibration with ambient soil moisture conditions.
- 3) Natural Recharge Conditions - scenarios that consider natural recharge as the driving force for long term flow and transport analysis.

Liquid Effluent Discharge → Drainage Conditions → Natural Recharge



# Liquid Discharge Scenario

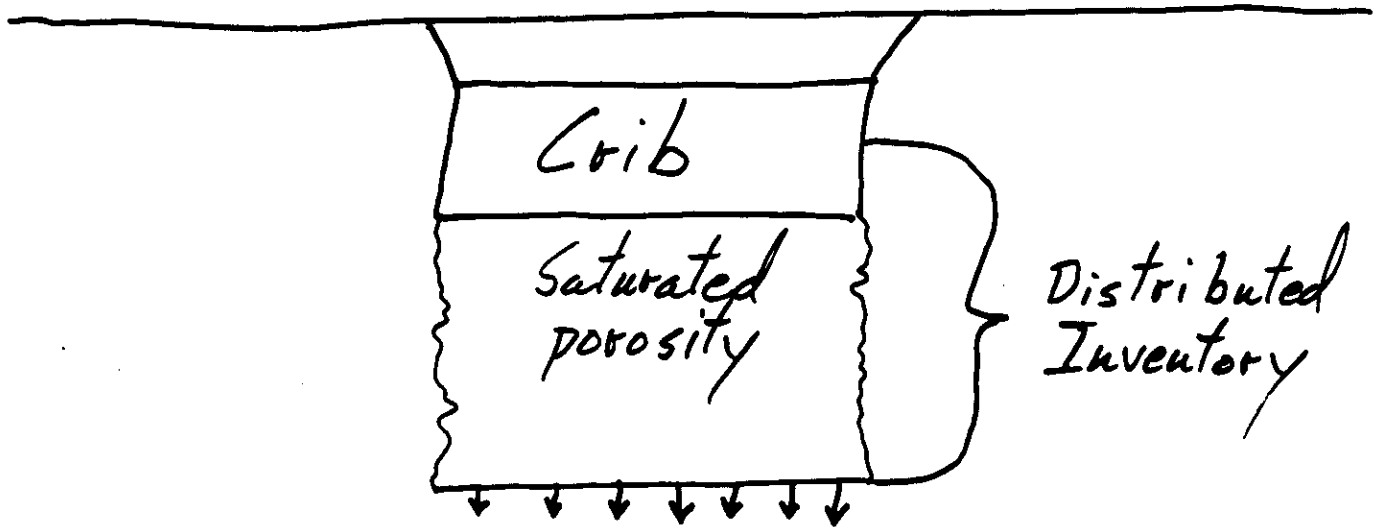


## Applications

- 1) provides simulation of original discharge event and compares directly with field data for purposes of calibration, verification, or validation.
- 2) allows for evaluation of soil flushing alternatives.

# Residual Liquid Drainage Scenario

No existing discharge

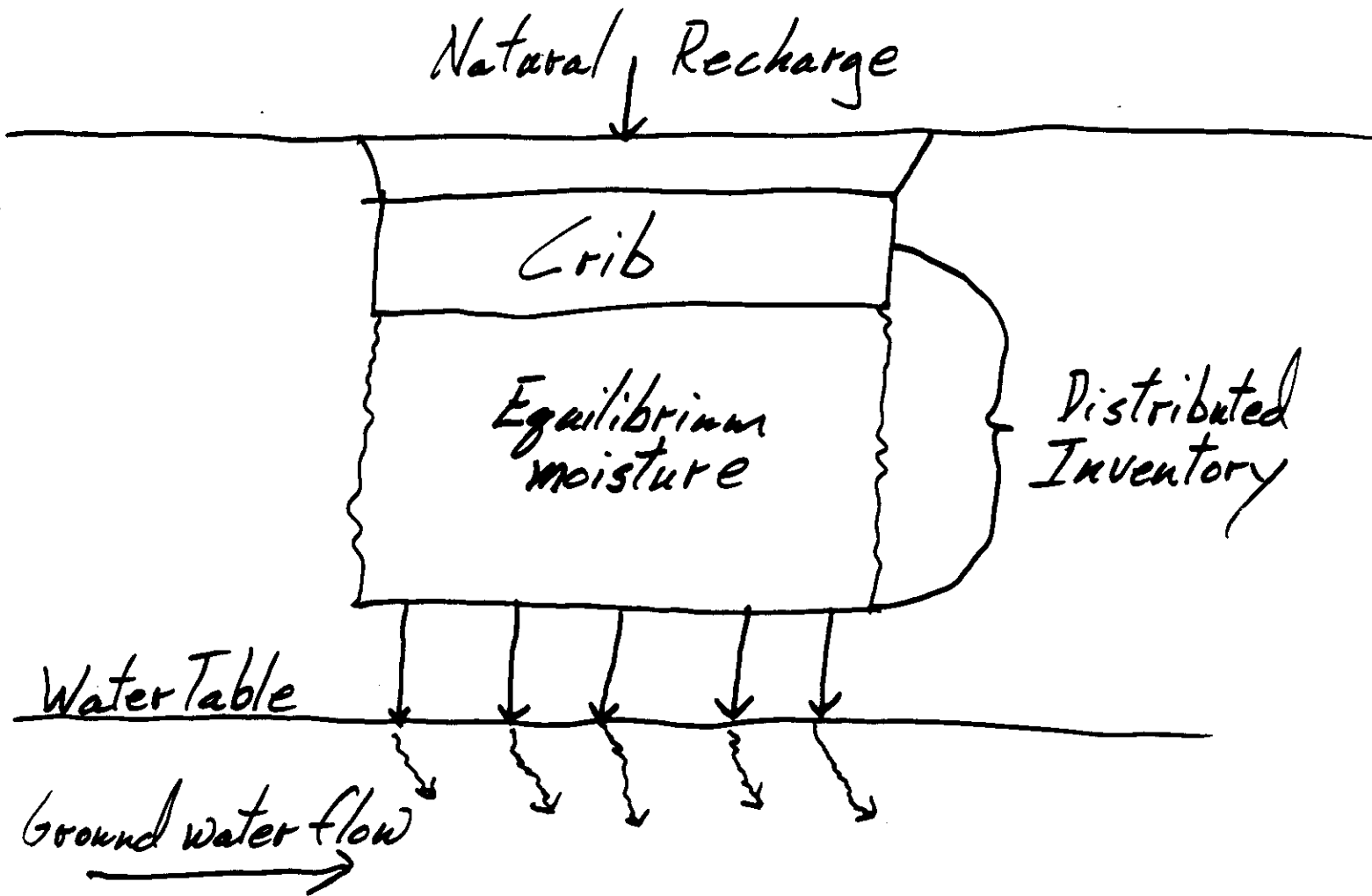


Water Table

## Applications

- 1) Drainage to equilibrium moisture content.
- 2) Drainage after soil flushing alternative.
- 3) Future release to ground water (vadosic zone travel time)

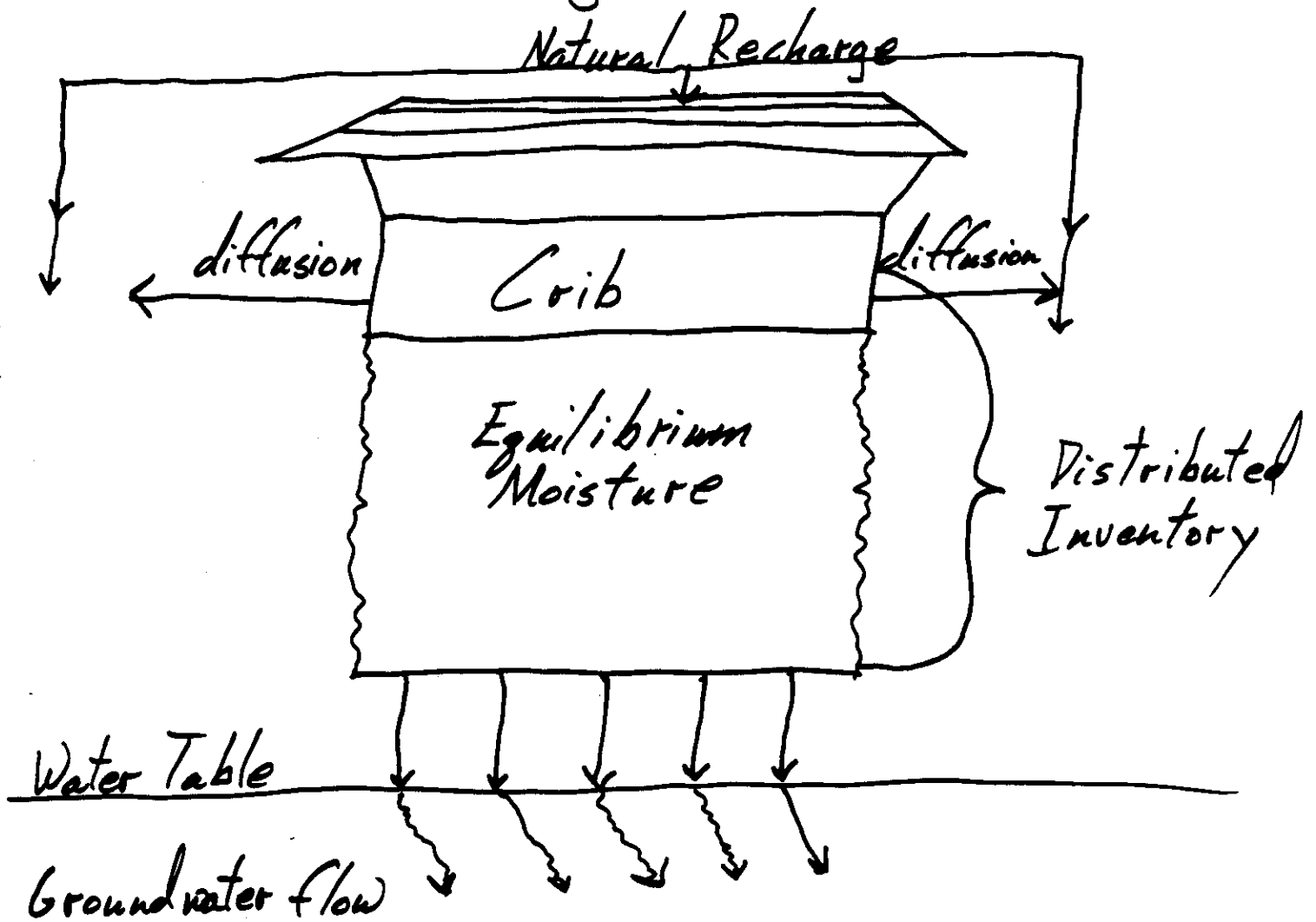
# Natural Recharge Scenario



## Applications

- 1) Long term assessment of the no action alternative
- 2) Partial removal + Long term assessment.

## Natural Recharge + Barrier Scenario



### Applications

- 1) Release from beneath a barrier.
- 2) Partial removal and release from beneath a barrier.
- 3) In-place waste form stabilization beneath a barrier.

## Conclusions

- 1) Present Vadose Zone approach is not capable of analyzing all proposed remedial alternatives.
- 2) Without the capability to analyze all alternative remedial action ROD's will be impossible to defend.
- 3) Regulatory input to the development of these scenarios and data requirements is needed to assure acceptance of the risk assessment.
- 4) Credible assessments of these scenarios will reduce future data requirements at similar operable units.

## Attachment #8

DON'T SAY IT --- Write It!

DATE: December 8, 1989

TO: Nov. 17, 1989, Env. Field  
Procedures Meeting Attendees:

FROM: Bob Stewart, DOE-RL/ERD

Telephone: 376-6192

Jerry Chiaramonte, SWEC/IT	A4-35
Roy Gephart, PNL/OHE	K6-97
* George Sturgis, PNL/QA	P7-72
Randy LaBarge, PNL/QA	K6-01
Bill Price, WHC/EFS	S0-03
Terry Walton, KEH	KEH
* Sharon Moist, WHC	H4-21 C
Tom Wintczak, WHC	H4-17
* Don Kane, EMO	K1-74
* Holly Harrison, SWEC/IT	A4-35
Charlie Kasch, DOE-RL/QA	A5-52
* Bryan Dixon, KEH	KEH
Doug Hildebrand, DOE-RL/SED	A5-55 C

\* selected as task force team members

cc: Ron Izatt, DOE-RL/ERD	A6-95
Roger Freeberg, DOE-RL/ERD	A6-95
John Broderick, DOE-RL/ERD	A6-95
Mike Thompson, DOE/RL/ERD	A6-95

SUBJECT: Draft Meeting Minutes, Environmental Field Procedures Meeting  
Conducted November 17, 1989

The subject draft minutes are attached for your information. I have also cc-mailed copies of the minutes without the attachments to members of the task team selected at the meeting (asterisked above). My purpose in doing this was to secure any comments/corrections so that the minutes can be finalized. I asked for concurrence/comments by December 12. If others of you have comments, please address them through your organizational team member.

As you know, WHC is to chair the task team. Once the minutes are finalized, I have asked Sharon Moist to call a meeting of the task team to begin work on the action items identified in the minutes. I consider the tasks of continued work on the WHC EII Manual (until it is replaced) and the development of a DOE-RL Requirements/Procedures Manual for environmental field work to be vital to the success of the Environmental Restoration Program. Therefore, if for some reason team members cannot give adequate time to serving on the team, please let me know.

Once the task team has met and acted on the Actions, I plan to follow-up with a letter requesting that the actual work be performed to develop, publish, and implement the DOE manual. The letter will probably be signed by the Assistant Manager for Operations.

If you have any questions, please call me

**DRAFT**

12/8/89

**Meeting Minutes  
Environmental Field Procedures  
Federal Building, Room 774, Richland, WA  
November 17, 1989**

A meeting was held November 17, 1989 between representatives of DOE-RL, SWEC/IT, PNL, EMO, KEH and WHC to discuss the strategy and issues relating to development of the proposed DOE manual for environmental field procedures. The attendance list is given in Attachment 1. The meeting agenda is given in Attachment 2.

Following is a summary of the agreements and actions from the meeting:

**Agreements:**

1. After considerable discussion, it was agreed that the approach of producing and using a DOE-RL manual of environmental procedures (excluding the Environmental Monitoring Program, managed for DOE-RL by PNL) should be modified as follows:

- a) Procedures are to be be classed into two categories: 1) procedures which define "Hanford-unique" requirements (primarily programmatic or contractual type procedures, which generally require detailed, step-by-step instructions) and 2) technical procedures which define scientific and engineering practices not unique to Hanford, such as would be applied to offsite Superfund work (these generally can be prepared as "minimum technical requirements", not requiring detailed instructions) .
- b) It was further agreed that technical procedures would not be imposed on contractors and subcontractors. Instead, technical requirements would be developed for inclusion into the DOE manual. Contractors/subcontractors would then be allowed to use their own technical procedures subject to review and approval against the documented technical requirements. Procedures which defined Hanford-unique (programmatic or contractual) requirements would be included in the manual as definitive procedures which would be imposed on all contractors and subcontractors working on the program.

2. It was further agreed that until such time as the DOE document can be prepared and implemented, the existing WHC EII Manual will continue to be used for RI work, including 200-BP-1 which commences in early CY 1990). Additionally, work is to continue on upgrading the EII Manual by revising existing EIIs based on EPA/Ecology comments, adding additional EIIs as agreed, and incorporating procedures from PNL and Kaiser into the WHC manual. PNL and Kaiser are to support this effort.

3. Current activities on conversion of the EII manual into a DOE manual, as previously planned, are to be suspended. In place of these activities, a small task force consisting of representatives from DOE-RL and the Operating contractors was formed (WHC is to chair the task force) to resolve issues of preparing the DOE manual and develop a plan for its implementation. The team members selected are as follows:

George Sturgis, PNL/QA  
Sharon Moist, WHC (temporary member, acting chairperson)  
Don Kane, PNL/EMO  
Brian Dixon, KEH  
Holly Harrison IT (representing DOE-RL)

**Action items:**

1. The above team is to develop criteria for evaluating requirements/procedures. These criteria are to be used to determine which requirements/procedures should be identified as Hanford-unique requiring detailed procedures and which ones should be identified as technical requirements.
2. Once these criteria have been developed, the team, using these criteria, is to categorize existing procedures contained in the WHC EII manual, procedures listed on the hand-out from Sharon Moist in the meeting (Attachment 3), and any others deemed appropriate into one of the two categories.
3. The team is to develop recommendations concerning the type of documentation (tiers/levels) needed for issuance of the DOE document(s)
4. The team is to develop a strategy for development, review and approval of technical requirements which are to be used as the basis for evaluating contractor and subcontractor-developed procedures.
5. The team is to develop a plan, including overall schedule, for implementation of the DOE Requirements/Procedures manual(s).
6. A briefing is to be developed for presentation at the January Unit Manager's meeting to update EPA/Ecology on the new direction. Bob Stewart has the lead in developing this presentation.



A++ 1

ATTENDANCE LIST  
ENVIRONMENTAL FIELD PROCEDURES MEETING  
NOVEMBER 17, 1989

NAME	ORGANIZATION	PHONE
Bob Stewart	DOE-RL	6-6192
Jerry Chiaramonte	SWEC/IT	6-7829
Roy Gephart	PNL/OHE	6-2781
George Sturgis	PNL/QA	6-1326
Randy R. LaBarge	PNL/QA	6-0877
W.H. Price	WHC/EFS	3-5723
Terry Walton	KEH	3-5526
S.L. Moist	WHC	6-0257
Tom Wintczak	WHC	6-0902
Don Kane	PNL/EMO	5-2333
Holly Jo Harrison	IT	5-4221
C.K. Kasch	DOE-RL	6-5183
Brian Dixon	KEH	6-9081
R. Douglas Hildebrand	DOE	6-7287

## Environmental Field Procedures Meeting

11-17-89

**Purpose of Meeting:** Discuss WHC proposed strategy and identified issues to strategy regarding issuance of a DOE manual for environmental field procedures

Central issue is whether proposed manual should be a "detailed procedures document", a "minimum technical requirements" document, or some combination thereof

**Expected outcome of Meeting:**

- 1) Either a consensus on the strategy/direction to proceed or the forming of a multi-contractor team to develop such consensus
- 2) Agreement on incorporation and review of existing procedures

Info on  
DOE Procedures Do

## Typical Standard Operating Procedures

Occupational Health Monitoring (WHC)  
Health and Safety Monitoring Instruments (WHC)  
Nonradioactive Hazardous Waste Disposal (WHC)  
Interim Control of Unknown Waste (WHC)  
Chain of Custody (WHC & PNL)  
Soil and Sediment Sampling (WHC & PNL)  
Biotic Sampling (WHC)  
Decontamination of Drilling Equipment (WHC)  
Decontamination of Equipment for RCRA/CERCLA Sampling (WHC)  
Groundwater Sampling (WHC & PNL)  
Soil-Gas Sampling (WHC)  
Sample Packaging and Shipping (WHC)  
Air Quality Sampling (WHC)  
Drum Sampling (WHC)  
Groundwater Resource Protection Well Maintenance (WHC)  
Plugging and Abandoning of Characterization Boreholes (WHC)  
Groundwater Well and Borehole Drilling (WHC)  
Well Completion (WHC)  
Well Numbering (WHC)  
Geologic Logging (WHC & PNL)  
Aquifer Testing (WHC & PNL)  
Measurement of Ground-Water Levels (WHC & PNL)  
Disposal of Well Construction/Development Waters (WHC & PNL)  
Well Development Activities (WHC & PNL)  
Geophysical Logging (PNL)  
    Geophysical Well Logging Van Operating Procedure  
    Temperature Probe Procedure  
    Caliper Probe Procedure  
    Sonic Probe Procedure  
    Neutron Probe Procedure  
    Bulk Density Probe Procedure  
    Gamma Ray Probe Procedure  
    Gross Gamma-Ray Logging Procedure  
    Spontaneous Potential-Resistance Probe Procedure  
    Fluid Resistivity Probe Procedure  
    Flowmeter Probe Procedure  
    Magnetic Probe Procedure  
    Downhole Television System Operating Procedure  
    X-Y Caliper Probe Procedure  
    X-Y Caliper Probe Procedure with Borehole Volume Computer  
    Fluid Sampler Procedure  
Geophysical Survey Work (WHC)  
Surveying (KEH)  
Topographic Mapping (KEH)

## Other Typical Procedures

Field Logbooks (WHC)  
Records Management (WHC)  
Indoctrination, Training and Qualification (WHC)  
Contract Documents (WHC)  
Work Plan Review/Approval and Deviations (WHC)  
Identifying, Evaluating and Documenting Suspect Waste Sites (WHC)  
Control and Transmittal of Laboratory Analytical Data (WHC & PNL)  
Analytical Data Handling and Verification (PNL)  
Water Level Data Handling and Verification (PNL)  
Simple Data Summaries (PNL)  
Preparation of Health and Safety Plans (WHC)  
Radiation Surveys (WHC)  
User Calibration of Health and Safety M&TE (WHC)  
Calibration Coordination (WHC)  
Hanford Geotechnical Library Control (WHC)  
Activity Reports of Field Operations (WHC)  
Groundwater Monitoring Wells Technical Oversight (WHC)  
Preparation of Groundwater Monitoring Well Construction Specifications (WHC)  
Ground Water Well Characterization and Evaluation (WHC)